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RE: Injury and Illness Prevention Program (IIPP)
AML-American Made Logistics
Effective Date: July 1, 2024
Location: San Diego, California

1. Introduction

American Made Logistics (AML) is committed to providing a safe and healthy work environment for all employees. This Injury and Illness Prevention Program (IIPP) complies with California Occupational Safety and Health Administration (Cal/OSHA) requirements under Title 8 of the California Code of Regulations (CCR), Section 3203.

Objective: Prevent workplace injuries, illnesses, and fatalities by identifying and mitigating hazards.

2. Responsibilities

Management

- Ensure adequate resources are available to implement and maintain the IIPP.
- Support supervisors and employees in safety and health efforts.
- Designate the IIPP administrator.

IIPP Administrator

- Name: Coree Barrett
- Contact: Service@AmericanMadeLogistics.com or (619) 914-1667
- Responsibilities include:
 - Implementing and maintaining the IIPP.
 - Conducting periodic inspections.
 - Ensuring corrective actions are taken.

Supervisors

- Enforce safety policies and procedures.
- Provide safety training and instruction.
- Report and investigate incidents.

Employees

- Follow all safety policies and procedures.
- Report unsafe conditions or practices.
- Participate in safety training.

3. Compliance

AML ensures compliance by:

- Enforcing safety rules and procedures.
- Recognizing employees who follow safety protocols.
- Implementing disciplinary actions for violations.
- Regularly reviewing safety performance.

4. Communication

AML fosters open communication on safety and health issues by:

- Conducting regular safety meetings.
- Providing suggestion boxes for safety concerns.
- Maintaining an open-door policy for reporting hazards.
- Using email and bulletin boards to share safety updates.

5. Hazard Assessment

Regular inspections identify and mitigate workplace hazards:

- Initial Assessment: Conducted for new processes, equipment, or facilities.
- Periodic Inspections: Scheduled at least quarterly or more frequently as needed.
- Unscheduled Inspections: After accidents or near-miss incidents.

Inspection records will include the date, location, identified hazards, and corrective actions.

6. Accident/Exposure Investigation

All incidents will be promptly investigated to determine root causes and prevent recurrence.

- Steps:
 - a. Interview employees involved and witnesses.
 - b. Document findings with photos or reports.
 - c. Develop corrective actions.
 - d. Monitor the implementation of corrective measures.

7. Hazard Correction

Hazards will be addressed as follows:

- Immediate Action: For serious hazards, evacuate employees and address hazards immediately.
- Priority Assignment: Based on the severity and potential harm.
- Follow-up: Ensure corrective measures are effective.

8. Training and Instruction

AML provides training to all employees:

- New Hire Orientation: Safety policies, hazard recognition, and reporting.
- Job-Specific Training: Safe use of tools, equipment, and materials.
- Periodic Training: Updates on new hazards and regulatory changes.
- Post-Incident Training: After accidents or near-misses.

Training records will include dates, topics, and attendee signatures.

9. Recordkeeping

AML will maintain the following records:

- Hazard Assessments: Inspection reports and hazard correction actions.
- Training Records: Topics, dates, and participants.
- Incident Reports: Accident investigations and corrective measures.
- Program Evaluations: Annual IIPP reviews.

All records will be retained for at least three years.

10. Program Review and Updates

The IIPP will be reviewed annually or after significant changes in operations, regulations, or incidents.

Acknowledgment I acknowledge that I have read and understood AML's Injury and Illness Prevention Program (IIPP). I agree to follow the safety guidelines and report hazards promptly.

Employee Name: _____

Signature: _____

Date: _____

Contact Information

For questions about the IIPP, contact the IIPP Administrator:

- Name: Coree Barrett or Shane Beyer
- Phone: (619) 914-1667
- Email: Service@AmericanMadeLogistics.com